Comprehensive Adult Student Assessment Systems

www.casas.org

California Citizenship Preparation Support Channel

Citizenship Preparation

Presented by

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Goals and Objectives

- Identify the requirements specific to Citizenship Preparation under the AEFLA/WIOA II Integrated EL Civics Grant including:
  - Earning Citizenship Preparation payment points
  - CASAS Pre/post testing requirements
  - CASAS Citizenship Interview Test (CIT) certification and recertification requirements
  - Remote testing options
- Access Citizenship Preparation information and instructional resources through the USCIS and CASAS websites

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Content

- Section 1: Citizenship Preparation under the EL Civics Grant
- Section 2: Earning Payment Points
- Section 3: Citizenship Preparation Assessments and Test Administration
- Section 4: Remote Assessment
- Section 5: Offering a Citizenship Preparation Program
  - Requirements
  - CASAS Website Resources
  - Online Instructional Resources

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California Citizenship Preparation Under WIOA II

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EL Civics, Citizenship Preparation and WIOA

- The Adult Education and Family Literacy Act, Workforce Innovation and Opportunity Act, Title II (AEFLA WIOA II) defines English Literacy and Civics Education as:
  - Education services which enable competency in :
    - **English language**
    - Advanced skills needed to function effectively as parents, workers, and **citizens of the United States**

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EL Civics, Citizenship Preparation and WIOA (2)

- WIOA II includes instruction in:
  - □ Literacy and English language acquisition
  - □ **Rights and responsibilities of citizenship** and civic participation
  - □ May include workforce training

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California EL Civics Focus Areas

- EL Civics funded agencies can hold classes in one or more focus areas:
  - **231 - Citizenship Preparation**
  - 231 - Civic Participation
  - 243 - Integrated Education and Training (IELCE)

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Citizenship Preparation: Instructional Focus

- English literacy skills
- Preparation for the USCIS written test
    - Tests knowledge of US history and government
- Preparation for the USCIS oral citizenship exam
    - Interview questions are based on the USCIS N-400 citizenship application

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Earning WIOA II Payment Points for Citizenship Preparation

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Citizenship Payment Points Under CA AEFLA/WIOA II Grant (1)

- ESL students can earn **two** citizenship payment points:
  - One for the **CASAS Government and History for Citizenship Test (G&H)** passed at 206 or above
    - Forms 965 or 966 – 25 minutes each

  - One for the **CASAS Citizenship Interview Test (CIT)** passed at 206 or above
    - Forms 973 or 974 – 15-20 minutes each

Citizenship Payment Points Under CA AEFLA/WIOA II Grant (2)

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CASAS — Payment Points Summary

05/21/2021
18:07:28

Page 1 of 2
PPSR17

Funding: ☐ 225 Funding ☑ 231 Funding ☑ Civic Participation ☑ Citizenship Preparation ☑ 243 IELCE

Funding	Program/ Focus Areas	Total # of Enrollees Overall	Total # of Enrollees Overall with paired scores	Payment Points																	Total PP
				Completed NRS Educational Level		Received a HSE Certificate		Received a High School Diploma		Passed Citizenship Interview Test		Passed Government & History Test		AA 1		AA 2		AA 3		
				N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	
225/231	Basic Skills (ABE)	0	0	0	0.0	0	0.0	0	0.0											0
	ESL	1,893	1,655	1,194	63.1	0	0.0	0	0.0											1,194
	Adult Secondary Education	817	378	317	38.8	38	4.7	109	13.3											464
EL Civics (231)	Civic Participation	1,314	1,264											1,032	78.5	178	13.5	4	0.3	1,214
	Citizenship Preparation	49	46							28	57.1	26	53.1							54
EL Civics (243)	Integrated EL Civics (IELCE)	1,646	1,468											1,228	74.6	853	51.8	509	30.9	2,590
	IELCE with IET	119	116											114	95.8	101	84.9	73	61.3	288
	Totals:	5,838	4,927	1,511	25.9	38	0.7	109	1.9	28	0.5	26	0.4	2,374	40.7	1,132	19.4	586	10.0	5,804

Number of unduplicated learners: 2,710

Notes: Total # of Enrollees Overall is a duplicated count of students across programs.
IET = Integrated Education and Training

░ Not Applicable

Citizenship Payment Points: Instructional Program

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Citizenship Payment Points: Focus Area

- ESL students must be enrolled in a 231 funded Citizenship Preparation designated course in TOPSpro Enterprise (TE)

Focus Area: 231 EL Civics - Citizenship Preparation ▼

Class Notes:
N/A
231 EL Civics - Civic Participation

CBEDS Code:
231 EL Civics - Citizenship Preparation
243 Integrated EL Civics Education (IELCE)

**Instructional Setting:**

Select 231 EL Civics – Citizenship Preparation in the focus area for all ESL citizenship classes.

CASAS®

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Citizenship Payment Points: Requirements

- ESL students must have a CASAS pre/post-test pair in one of these test series:
  - **CASAS Life and Work** Reading or Listening (all levels)
  - **Reading for Citizenship** (beginning level only)
- Staff must complete an entry and update record (or equivalent) for each learner.

![CASAS logo]

www.casas.org
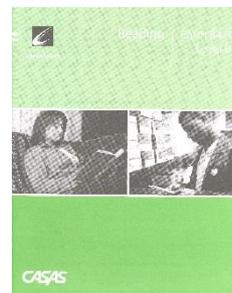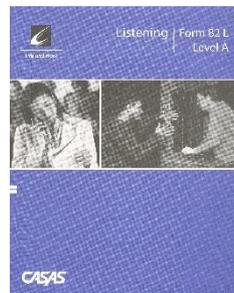
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CASAS Assessments and Test Administration for Citizenship Preparation

March 1, 2022

15

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Reading for Citizenship Tests (1)
## (forms 951/952 and 951X/952X – 1 hour)

- The **CASAS Reading for Citizenship** test series is designed to motivate **beginning** readers to improve their citizenship-focused reading skills.

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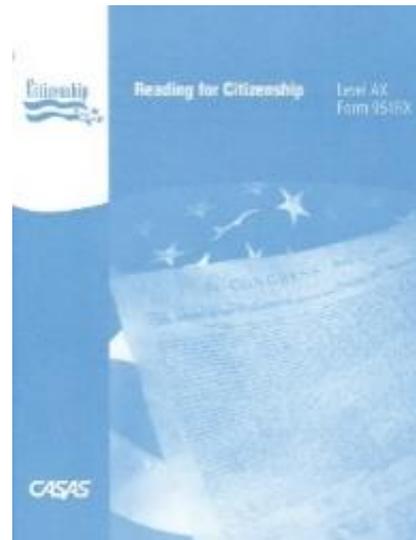
Reading for Citizenship Tests (2)

- Forms 951 and 952 are at the CASAS Level A. Forms 951X and 952X are "bridge" tests between Levels A and B.
  - They can be used instead of CASAS Life and Work for NRS data reporting.
  - Though not recommended, Reading for Citizenship tests can be paired with Life and Work reading tests for pre-posttest pairs.

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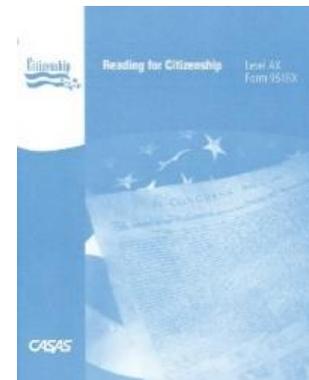
Government and History for Citizenship Tests (forms 965 or 966 – 25 minutes)

- A US civics listening test of knowledge of American government and history
  - Based on the USCIS "100 Questions"
  - For high beginning to advanced English learners.
  - Students listen to the questions and choose their response from a list of options.
- CASAS eTests proctor certification is required for e-Testing.

No special training is necessary to order and administer the paper-based test: follow the instructions in the Test Administration Manual.

Government and History for Citizenship Tests (2)

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Payment Points									
Passed Citizenship Interview Test		Passed Government & History Test		AA 1		AA 2		AA 3	Total PP
N	%	N	%	N	%	N	%	N	%	
										170
										700
										135
				658	36.9	480	26.9	6	0.3	1,144
31	3.6	596	69.0							627
				786	65.1	527	43.6	283	23.4	1,596
				214	79.3	158	58.5	87	32.2	459
31	0.5	596	9.4	1,658	26.0	1,165	18.3	376	5.9	4,831

16. How do I set up a class to have instruction in both Civic Participation and Citizenship Preparation or Civic Participation and Integrated EL Civics (IELCE)?

If a Civic Participation Class will give instruction in both Citizenship Preparation and Civics Participation or Civic Participation and IELCE, set up 2 classes in TE. Then, in the Focus Area select one for each class:

- Citizenship Preparation (231)
- Civic Participation (231)
- IELCE (243)

For example, an agency has planned a class for intermediate level learners M-Th 9am-12pm This agency wants to teach one 231 funded Citizenship Preparation class and one 231 funded Civic Participation class during the Fall Semester. This can be accomplished in two ways:

Example 1:
- Set up one class from 9-10:30am M-TH designated as 231 funded Citizenship Preparation in TE.
- Then set up another class from 10:30am-12:00pm M-Th and designate this class as 231 funded Civic Participation. Teach the 30 hours of the 231 funded Civic Objective and assess it during that time period in the semester.

Example 2:
- Split the class into two 8-10 week quarters. Set up one class from 9am-12pm M-TH for the first "quarter" designated as 231 funded Citizenship Preparation in TE.
- Then set up another class from 9am-12pm M-TH for the second "quarter" and designate this class as 231 funded Civic Participation in TE. Teach the 231 funded Civic Objective and assess it during this time period in the quarter.

Be sure to mark "ESL/ELL" for Instructional Program.

Citizenship Preparation FAQs

California Citizenship Preparation Support Channel

Government and History for Citizenship Tests (3)

California Remote Testing

California Integrated English Literacy and Civics Education Report

California Citizenship Preparation

California Civic Participation and IELCE

California WIOA, Title II: AEFLA/EL Civics Program Specialist and CDE Regional Consultant Contact Information

EL Civics Conference 2020-21

California Citizenship Preparation

The focus of the Citizenship Preparation program is literacy skills. The program uses ESL methodologies and citizenship preparation material to prepare learners to take and pass the USCIS (formerly INS) written and oral citizenship test. The program includes outreach services, skills assessment, curriculum development and instruction, professional development, naturalization preparation and assistance and program evaluation.

Citizenship Information and Resources

File	Type	Size	Download
Citizenship Preparation FAQs	PDF	257.84 KB	Download
EL Civics Basics: Citizenship Preparation	PDF	1.35 MB	Download

CASAS California Citizenship Preparation Webpage

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Citizenship Interview Test (CIT)
(forms 965 or 966 – 15-20 minutes)

- A one-on-one oral interview test for high beginning to advanced English learners

- Includes personal information and information from the N-400 Application for Naturalization.

- This simulated interview helps determine if a student is ready to pass the USCIS naturalization interview

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Citizenship Interview Test (CIT): Certification (1)

- The CIT examiner must be currently certified for students to earn a payment point.
- To become a CIT examiner, place an order for the self-paced online course at: [Citizenship Interview Test (CIT)](#)
- The CIT Certification course closes on April 30 each year.

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Citizenship Interview Test (CIT): Certification (2)

- There are 3 parts to the certification process:
  - Part I: (units 1-9) Successfully complete the certification quiz in the training course
  - Part II: (unit 10) Successfully score at 80% accuracy 3 of 6 certification interviews in the training course
  - Part III: Conduct and record 2 interviews with 2 different students at the beginning high to intermediate level and submit to CASAS for review

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Citizenship Interview Test (CIT): Recertification

- CIT Certification expires each year on June 30.
  - CIT Examiners must recertify each year between Jan. and April 30.
  - Recertification is done online.
  - CIT Examiners will be notified about recertification procedures each January.
  - Contact CIT@casas.org or at 1-800-255-1036 ext. 108 with questions or for more information.

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California Remote Testing

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Citizenship Preparation: Remote Testing

- Remote Testing Benefits:
  - Provides student with helpful feedback
  - Keeps students engaged in learning
  - Prepares students for USCIS test

- Remote Testing Challenges:
  - Access to technology (equity concerns)
  - Challenges of student test environment
  - Test security issues

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CASAS CIT Remote Testing (1)

- Requirements for remote assessment
  - At least one CIT examiner from each agency completes *CIT Remote Test Training Webinar* and trains other CIT examiners.
  - Complete *Agency Remote Testing Agreement* (required, one per organization).
  - CIT examiners sign *Proctor Remote Testing Agreement* and agency keeps on file for all CIT examiners that conduct remote testing.

Training and remote testing documents can be found on the *California Remote Testing* page of the CASAS website.

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CASAS CIT Remote Testing (2)

- Additional Requirements
  - CIT Examiners must follow *CIT Remote Testing Guidelines* **in addition to** the *CIT Test Administration Directions*.
  - Student oral agreement for test security given at the time of testing.
  - Agencies and CIT Examiners are responsible for test security in remote setting.
  - The **Citizenship Interview Test** (CIT) can only be administered 1:1 (no group testing).

Email CIT@casas.org to request fillable PDF CIT booklets for scoring.

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CASAS CIT Remote Testing (3)

- The existing *CIT Test Administration Directions* in the CIT Training apply unless specifically noted otherwise in the *CIT Remote Testing Guidelines.*

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CASAS G&H Remote Testing (1)

- Can be given remotely by certified eTest proctors through eTesting (ideal)
- Remote testing option using a CASAS flash (USB) drive option. The flash drive contains:
  - Test administration instructions
  - Standardized PowerPoint presentations for forms 965 and 966
    - Built-in audio and timing: slides automatically advance once the test begins.
    - Written answer choices are displayed, one question per slide

Practice question allows the test administrator to make sure the student(s) can see and hear the slide presentation before beginning the actual test.

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CASAS G&H Remote Testing (2)

- Follow the test administration instructions on the CASAS G&H flash drive
  - Following remote testing guidelines, the G&H Test can be given 1:1 or with up to 10 students at a time.
  - Agencies may determine how students record and submit their answers (e.g., CASAS answer sheet, Google form, photo of written answers, etc.)
  - Test administrators do not need to be a certified eTests proctor to give the test in this format.

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CASAS G&H Remote Testing(3)

- Ordering:
  - Order 1 flash drive per test administrator.
    - Test administrators may not copy or share the flash drive.
    - The flash drive may be re-used.
  - Use the CASAS California Order Form for WIOA Title II 225/231 Agencies.

Questions? Send an email to:
CIT@casas.org

CASAS Remote Testing Resources

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[California Remote Testing](#)

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Remote Testing Resources for Citizenship (1)

Citizenship Interview Test (CIT)

File	Type	Size	Download
CASAS CIT Remote Testing Guidelines v1.1	PDF	858.72 KB	PDF Download
Going Remote! Checklist for CASAS CIT Test v1.1	PDF	716.74 KB	PDF Download
CASAS Remote CIT Testing FAQs v1.1	PDF	734.78 KB	PDF Download
CASAS CIT Remote Test Training Webinar	PDF	581.50 KB	PDF Download

Webinars Videos

- EL Civics COAAPs Remote Testing Training Webinar
- CASAS CIT Remote Test Webinar

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Remote Testing Resources for Citizenship (2)

Going Remote! Checklist for CIT Test (for 1:1)

The existing *CIT Test Administration Directions* in the *CIT Certification Training* apply unless specifically noted otherwise in the *CIT Remote Testing Guidelines*.
All bolded items are on the *California Remote Testing* page of the CASAS website.

1. At least one person from each agency completes *CIT Remote Test Training Webinar* and trains other CIT examiners, if appropriate.
2. Determine most accessible and most secure remote technology/procedures for CIT testing.
3. Complete *Agency Remote Testing Agreement* (required, one per organization).
4. CIT examiners sign *Proctor Remote Testing Agreement* and agency keeps on file for all CIT examiners that conduct remote testing.
5. Each agency adds their remote procedures to their *Local Assessment Policy*.
6. Request the *CASAS Fillable PDF CIT Test Booklets, Forms 973 and 974* by emailing CIT@casas.org.
7. Practice with selected technology before using with examinee in a testing situation.
8. Schedule remote testing of examinees who have completed citizenship preparation.
9. Obtain verbal and/or visual confirmation of privacy and security measures using *CIT Remote Testing Guidelines*.
10. Administer 973 or 974 CIT test following *CIT Test Administration Directions* and *CIT Remote Testing Guidelines*.
    a. CIT examiner scores examinee's performance in test booklet (paper or fillable PDF). CIT test administration is a 1:1 test. No group testing is permitted.
    b. Initial CIT certifiers must record two interviews and submit to CIT@casas.org.
11. Turn in test results to data person for entering into TOPSpro Enterprise (TE).
12. Agency is responsible for keeping remote test booklets secure. See *CIT Remote Testing Guidelines* and *CIT Remote Testing FAQs* for additional information.
13. Go Remote!

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Offering a Citizenship Preparation Program

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Citizenship Program Requirements

- Administer CASAS pre and post-tests to each learner.

- Complete an entry record (or equivalent) for each learner.

- Complete an update record (or equivalent) for each learner.

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Offering a Citizenship Program

- Become familiar with information and resources
- Plan Instruction

The Bill of Rights and Other Amendments

The Founding Fathers wrote the Constitution in 1787.

They wanted a "living document." This means the Constitution can change with the country.

A change to the Constitution is called an amendment.

In 1791, a list of ten amendments was added.

The first ten amendments to the Constitution are called the Bill of Rights.

The Bill of Rights talks about individual rights.

Over the years, more amendments were added.

Now, the Constitution has 27 amendments.

New Words

rights = _____

amendment = _____

Bill of Rights = _____

individual = _____

Bill of Rights and Other Amendments ★ www.uscis.gov/citizenship   1

The First Amendment

The First Amendment is in the Bill of Rights.

Americans often talk about the First Amendment.

The First Amendment protects individual rights or freedoms.

These rights are for everyone living in the United States.

The rights or freedoms from the First Amendment are:

Freedom of Religion—You can practice any religion or you can practice no religion.

Freedom of Speech—You can say what you want about public problems.

Freedom of Assembly—You can meet peacefully to talk about problems and ideas.

Freedom of the Press—The government cannot control what people write in newspapers and the media.

Freedom to Petition the Government—You can ask the government to change laws.

Attorney General Robert F. Kennedy speaking at a racial equality demonstration outside the Justice Department on June 14, 1963. Courtesy of the Library of Congress, LC-DIG-ppmsca-04295.

2   Bill of Rights and Other Amendments ★ www.uscis.gov/citizenship

CASAS Website Resources (1)

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California Citizenship Preparation

The focus of the Citizenship Preparation program is literacy skills. The program uses ESL methodologies and citizenship preparation material to prepare learners to take and pass the USCIS (formerly INS) written and oral citizenship test. The program includes outreach services, skills assessment, curriculum development and instruction, professional development, naturalization preparation and assistance and program evaluation.

Citizenship Information and Resources

File	Type	Size	Download
Citizenship Preparation FAQs	PDF	257.84 KB	Download
EL Civics Basics: Citizenship Preparation	PDF	1.35 MB	Download

- U.S. Citizenship and Immigration Services (USCIS) Resource Center
  Find USCIS Lessons and materials to supplement classroom instruction as well as a Citizenship Curriculum Framework and a Professional Development Guide
- USA Learns Citizenship
  USA Learns Citizenship is a free online course that helps learners prepare for all aspects of the naturalization interview
- The Professional Development Guide for Adult Citizenship Educators
- Adult Citizenship Education Sample Curriculum for a Low Beginning ESL Level Course

Assessment

- Citizenship Oral Interview Test (CIT) and Government and History for Citizenship Test
  Ensure that your students are well prepared for the citizenship process and USCIS (United States Citizenship and Immigration Services) interview. Let CASAS citizenship assessments help you meet that goal!

CASAS Citizenship Preparation Webpage

CASAS Website Resources (2)

www.casas.org

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March 1, 2022

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USCIS Resource Center (1)

https://www.uscis.gov/citizenship

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USCIS Resource Center (2)
https://www.uscis.gov/citizenship

- Educational Products for Educators and Program Administrators
  - Educational Products for Educators and Program Administrators
  In this section, educators will find helpful classroom resources for themselves and their students. Program administrators will be able to find a variety of materials to enhance their adult citizenship education program.

User ▾   Type ▾

🔍 Search by content   Search

Reset

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USCIS Resource Center (3)

- **Additional Resources**
- [Resources for Educators About the Naturalization Process](#)
- [Prepare Students for the Interview and Test](#)
- [Learn New Teaching Techniques](#)
- [Start a Citizenship Program](#)
- [Promote a Citizenship Program](#)
- [Train and Develop Staff](#)

California Citizenship Preparation Support Channel

USA Learns (1)

USA Learns now has a U.S. Citizenship course to help you prepare for your citizenship or naturalization interview. The course has four units:

- **Unit 1:** Steps to Becoming a U.S. Citizen
- **Unit 2:** N-400 Interview Practice
- **Unit 3:** Civics, Reading and Writing Practice
- **Unit 4:** Your Interview and New Citizenship

USA Learns Citizenship will help you with the information and language you need to become a U.S. citizen.

USA Learns Citizenship

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USA Learns (2)

Students use USA Learns to:

- Learn English free!
- Prepare to become a U.S. citizen.
- Watch video of English lessons and do 1000s of English learning activities.
- Practice English speaking, listening, vocabulary, reading, writing, pronunciation, and grammar.
- Check for understanding and receive immediate feedback.
- Learn everyday American English and life skills.

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USA Learns (3)

California Citizenship Preparation Support Channel

USA Learns (4)

Teacher Registration

Are you an English teacher or **library staff** who wants to teach English or U.S. citizenship online? Please complete this form to start using USA Learns' courses with your students. The courses are **free** for you and your students.

Email Address: *

First Name: *

Last Name: *

Alias: *

Your name as seen by students

Country:
(Not Specified)

Agency Type:
Adult School

Agency Name:

Password: *
(Password should be at least 6 letters or numbers, no spaces.):

Confirm Password: *

Register

Register one time. Sign in when you return.

Are you a STUDENT?

Please register here!

Advertisement

How do teachers and library staff use USA Learns?

1. Register here.
2. Create your class.
3. Invite students to enroll.
4. Monitor student progress as they learn English and U.S. citizenship online.

Read the Instructions for more details. **It's easy!**

How do teachers and library staff use USA Learns?

1. Register here.
2. Create your class.
3. Invite students to enroll.
4. Monitor student progress as they learn English and U.S. citizenship online.

Read the Instructions for more details. **It's easy!**

USA Learns (5)

Teacher Instructions

Here are some instructions and tips to help you successfully use USA Learns as a teacher.

Tips for Teachers:	
• How to Create a Class • How to Manage Classes and Students	These helpful tips will enable you to efficiently create a class and manage your classes/students.
What's Different on the New USA Learns Site?	This page lists some of the key differences between the old and new USA Learns sites.
Technical Requirements	What equipment and Internet connection is needed to use USA Learns?
Frequently Asked Questions	Here are some FAQ from teachers, along with our contact information if you still have questions.

Teachers use USA Learns to:

- Create free online English and U.S. Citizenship classes based on USA Learns' 1st English Course, 2nd English Course and Practice English and Reading and U.S. Citizenship Course.
- Enroll students in USA Learns classes.
- Monitor progress of ESL students.
- Easily access class rosters and grade books.

Read about USA Learns in the Classroom and the Overview Guide.

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Ventures Arcade

[Ventures Arcade](#)

California
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Burlington English

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Citizenship Preparation Review

- At the end of this session, participants will be able to:
  - Identify the requirements specific to Citizenship Preparation under the AEFLA/WIOA II Integrated EL Civics Grant including:
    - Earning Citizenship Preparation payment points
    - CASAS Pre/post testing requirements
    - Remote testing options
    - CASAS Citizenship Interview Test (CIT) certification and recertification requirements
  - Access Citizenship Preparation information and instructional resources through USCIS and CASAS websites and other free online resources

CASAS®

www.casas.org

California Citizenship Preparation Support Channel

Thank you for attending!

Presented by: Portia La Ferla

CASAS Program Specialist

Email: **CIT@casas.org**

for all citizenship related questions.

Be CASAS Connected

Use #CASAScommunity and #AdultEdu to connect.

Visit the **California Citizenship Preparation Support** YouTube Channel
https://www.youtube.com/channel/UCw4L0nppO1IovFlKyvp-xbQ

Facebook.com/CASASsystem

@CASASsystem

www.linkedin.com/company/casassystem/

www.casas.org

casas@casas.org

1-800-255-1036